



Department of General Services  
Office of Procurement  
707 Third Street, 2<sup>nd</sup> Floor  
West Sacramento, CA 95605

**STATE OF CALIFORNIA  
WESTERN STATES CONTRACTING  
ALLIANCE (WSCA)  
MASTER PRICE AGREEMENT  
Effective FEBRUARY 12, 2003**

<b>CONTRACT NO.:</b>	<b>10-00115</b>
<b>CONTRACTOR:</b>	<b>AT&amp;T WIRELESS SERVICES</b>
<b>PRODUCTS:</b>	<b>WIRELESS COMMUNICATION SERVICES AND EQUIPMENT</b>
<b>CONTRACT TERM:</b>	<b>FEBRUARY 12, 2003 - JUNE 30, 2004</b>
<b>DISTRIBUTION LIST:</b>	<b>POSTED ELECTRONICALLY ON DGS/PD/WSCA INTERNET WEB PAGE</b>

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## **WESTERN STATES CONTRACTING ALLIANCE (WSCA) MASTER PRICE AGREEMENT**

### **I. INTRODUCTION**

#### **1. INTRODUCTION**

The Western States Contracting Alliance (WSCA) Master Price Agreement is a result of a competitive bid. The purpose of it is to provide a purchasing vehicle for State and local government agencies, which is any city, county, district or other governmental body empowered to spend public funds per California Public Contract Code Section 12110. It gives these agencies an opportunity to acquire wireless voice and data services quickly and easily.

While the State of California makes this WSCA Master Price Agreement available to local governmental agencies, each local agency should make its own determination of whether using this WSCA Master Price Agreement is consistent with its procurement policies and regulations.

A copy of the actual WSCA Master Price Agreement is available on the Internet at: <http://www.state.nm.us/spd/Wwsca10115.html>

#### **2. STATE OF CALIFORNIA, PROCUREMENT DIVISION, CONTACT**

Department of General Services  
Procurement Division  
707 Third Street, 2<sup>nd</sup> Floor  
West Sacramento, CA 95605

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E-mail: [jennifer.herrera@dgs.ca.gov](mailto:jennifer.herrera@dgs.ca.gov)

#### **3. AT&T WIRELESS SERVICES CONTACT/ORDERING ADDRESS**

Northern California  
Paula Sheehan  
2729 Prospect Park Drive  
Rancho Cordova Ca 95670  
[paula.sheehan@attws.com](mailto:paula.sheehan@attws.com)  
(916) 837-3337

Southern California  
Larry Lafferty  
12900 Park Plaza Drive  
Cerritos, CA 90703-8573  
[larry.lafferty@attws.com](mailto:larry.lafferty@attws.com)  
(562) 618-1221

#### **4. AGREEMENT TERM**

The agreement is effective through June 30, 2004 with two one-year optional renewals. In no event shall this agreement remain in effect beyond June 30, 2006.

## **II. ORDERING INFORMATION**

### **A. PROCUREMENT GUIDELINES/RULES/APPROVALS/CERTIFICATION**

#### **1. GUIDELINES/RULES**

- a. Ordering agencies must follow all applicable state mandated guidelines, e.g., State Administrative Manual, Management Memos, Agency Directives, California Acquisition Manual and California Codes.
- b. All state agencies must comply with all the applicable instructions and attachments of Management Memo 02-19 and all revisions when ordering through this Agreement. This includes the requirement that the state agencies must submit a Notice of Contract Award to the DGS within five days of the award for orders over \$250,000.
- c. This Agreement does not waive the Department of Finance (DOF) approval requirements in accordance with the policies and procedures, as defined in Volumes I and II of the State Information Management Manual (SIMM).

#### **2. ORDER LIMITATIONS**

Effective immediately, all orders are subject to Management Memo 02-19, including all revisions, where applicable. For all orders under this contract, the ordering agency is not required to obtain three quotes. Approval by the Department Director or immediate next ranking official is required for orders over \$250,000. For orders exceeding \$500,000, the ordering agency must notify the DGS prior to issuance of the purchase order.

#### **3. DOLLAR THRESHHOLDS**

For orders over \$500,000, the department must provide a memo to the DGS prior to the issuance of the purchase order. The DGS will review this information to validate that the department obtained best value for the state. The department documentation should include the following information:

- Identify the need for the goods and/or services and the dollar value of the impending purchase order.
- Explain how the department has determined that issuance of a purchase order to this particular contractor makes good business sense and how best value for the department has been achieved.

The DGS will review the submitted documentation. Upon agreement with the content, the DGS will issue a letter concurring with the department's

*WESTERN STATES CONTRACTING ALLIANCE (WSCA)  
USER GUIDE*

recommendation, thereby allowing issuance of the purchase order by the department.

#### **4. PRICING**

All prices shall be F.O.B. destination. Pricing conforms to guaranteed price discount levels; contractor may change the price of any product or service at any time based upon list price changes, but guaranteed for the contract term.

AT&T Wireless maintains their pricing on the Internet at  
<http://www.state.nm.us/spd/Wwsca10115.html>

Agencies should contact the contractor to see if there is a large quantity discount available. Additionally, educational discounts may be available for educational entities. Please contact the contractor for additional information.

#### **5. EXECUTING THE ORDER**

The ordering agency defines the project scope to determine which goods and related services are needed, and checks the electronic catalog. Then the ordering agency completes a Form 65 (Contract/Delegation Purchase Order), including all pertinent information for each individual order issued against the Agreement, and sends the Form 65 to the selected Contractor. NOTE: CAL-Card (procurement card; i.e. visa) orders are also accepted.

As a hard copy catalog is not available, you must print a copy of the e-quote from your order and retain this in your files. It is not necessary to provide a copy of each page to DGS. Additionally, it is not the contractor's responsibility to provide this information to you.

#### **6. ON-LINE ORDERING**

Contact your AT&T Wireless representative to discuss setting up an online ordering website for your agency. State agencies must still provide a copy of the ordering document to the addresses in paragraph 10. If using a CAL-Card, a copy of the on-line order acknowledgement must be sent in place of the ordering document. THE AGENCY BILLING CODE MUST BE INCLUDED ON EITHER DOCUMENT.

#### **7. DISTRIBUTION**

**For state agencies, copies of the STD. 65 with original signatures, or if using the CAL-Card, copies of the order acknowledgement, must be sent to the Contractor, State Controller and Department of General Services, Procurement Division.**

Department of General Services  
Procurement Division  
707 Third Street, 2<sup>nd</sup> Floor  
West Sacramento, CA 95605  
Attn: Contract Negotiations

State Controller's Office  
Audit Unit  
3301 C Street, Room 404  
Sacramento, CA 95814

**For local agencies, copies of purchase orders are not required.**

## **8. TERMINATION**

Any State or Local agency may terminate any order against this agreement upon 30 days notice provided the products or services have not already been accepted. This does not affect the termination clause of the WSCA Master Price Agreement concerning failure to perform or upon mutual consent.

## **9. DGS ADMINISTRATIVE FEE**

There is no charge by the Department of General Services for the use of this contract.

### **13. LOCAL GOVERNMENT AGENCY REQUIREMENTS**

- a. Local government agencies may make payments according to their statutory requirements.
- b. While the State of California makes this Agreement available to local government agencies, each local government agency should make its own determination whether using these contracts is consistent with its procurement policies and regulations.
- c. Local government agencies may, in lieu of the State's Purchase Order Forms (Std. 65), use their own purchase order document as long as it provides the same information that is required on the Std. 65, as well as their own procurement card.